

NORCO COLLEGE SAFETY COMMITTEE

MEETING MINUTES Monday March 13, 2017

In attendance: Lisa McAllister (Co-chair), Sgt. Richard Henry (Co-chair) Vanessa Acosta, Nicole Brown, Miriam Carrillo, John Coverdale, Monica Esqueda, Mark Hartley, Timothy Huneck, Tracy Kazsuk, Daren Koch, Daniel Lambros, Shirley McGraw, Chris Poole, Hector Ramirez, Jim Reeves, Desiree Rivera, Patty Sanchez, Maureen Sinclair, Stan Tyler, Paul Van Hulle, Monique Rodriguez (Recorder)

Topic 1: Approval of Meeting Minutes – Main Speakers: Lisa McAllister

Contributing Speakers: N/A

Approval of the October and November 2017 Meeting Minutes

Motion: Paul Van Hulle

2nd: Nicole Brown

Approved with majority of l's

Abstain: Nicole Brown

Topic 2: Emergency Supply Order – Main Speakers: Lisa McAllister

Contributing Speakers: N/A

We need to finalize our emergency supply order in April's meeting. Please bring your suggestions with you if you have not already emailed them to Lisa McAllister.

We now have a list of expiration dates for all emergency supplies. The AED is registered with Trackmoore and sends reminders when to check the batteries. We should look into purchasing Blue Cans as an alternative to water as the Blue Cans last 50 years. Mountain House foods last approx. 4 years and is an option to look into. We are a community disaster resource and we need to remember that when ordering. We need to work on MOUs within the community such as Target, Stater Brothers, Gas Stations, the RV Place on the corner, DD Rentals, etc. There are a number of safety grants but we currently do not possess the resources to go after them. Maureen and Monica have volunteered to start looking into them. We were recently denied for a grant because they were given to cities and counties as a priority over schools and educational institutions.

Topic 3: Lock Block – Main Speakers: Lisa McAllister

Contributing Speakers: N/A

Berth Gomez requested district funds for Norco College to pilot these security devices. Currently a door count is being made and if all goes well this will be the district standard. It was decided by the district that these were the best currently on the market. This is only a solution for single doors. The district is currently investigating options for all double doors on campus.

Topic 4: Active Shooter Panel – Main Speakers: Lisa McAllister

Contributing Speakers: N/A

We had our Active Shooter Panel on Friday March 10th and it was a huge success. The commentary was great and knowledge gained is priceless. STOP the Bleed is a great program run by Riverside Community Hospital and we should look into the possibility of getting some of the STOP the Bleed kits or something comparable and keeping them with our AEDs so our on campus emergency equipment for public use is housed all in one place. Our goal is to eventually have an AED in every building. We will be looking into other products like Quick Clot as well and begin having College Hour Trainings so everyone on campus is familiar with what emergency equipment we have at their disposal, how to use it and where to find it when needed. STOP the Bleed will be back for our Health Fair as well as during College Hour a few more times through the semester.

Captain Raymond King from San Bernardino has volunteers to help plan scale events. Perhaps our next step is planning a full scale community event with sights, sounds, smells etc. Perhaps during this event we can bring out a company to provide CPR Certifications and have onsite trainings.

Topic 5: Building/Floor Captains – Main Speakers: Lisa McAllister

Contributing Speakers: Monica Esqueda

We still do not have the participation we need from staff for these positions to make a concrete list. We need all managers to stand up and appoint people to these positions. Maybe people do not volunteer because they don't really know what it entails and are confused as to what the job really is and who they are responsible for. Perhaps we can make a plan and zone out areas by colors so everyone knows who they are responsible for. We could try and hold monthly meetings so people are constantly trained of the responsibilities. Maybe we could start as College Wide Disaster Service Worker Training. Next meeting we will work on the list and see about how we can encourage people to participate.

All staff needs to be reminded that when the fire alarm chirps, even if only for 5 seconds, people still need to evacuate. The only time evacuations are not needed is if we get an email from Ana in facilities informing us alarms are for testing only and no need to evacuate.

The district is planning evacuations of the district building along with the culinary department in June and December (June 12th and December 4th) perhaps we can participate in these drills or sometime near them.

Topic 6: Around the Table

Monica Esqueda – District Update: BC/FC retraining has been done. OSHA Mandates and IEPP Draft pending. These reports will be sent to all safety committees for review. Heat Illness protocols are pending. Emergency Operation Plan is currently pending. As each item is approved colleges will be notified. Jim is the Norco Rep for the District Safety Committee. OSHA classes are being mandated for admin offices on July 31st and perhaps the Safety Committee for Norco College would like to take them as well? All of them are online. Lisa will send Monica a list of all committee members.

Paul Van Hulle – Bobs Mill and Mountain House: Great companies who sell emergency/camping foods. I will call and find out how long the products last and how much items costs.

Mark Hartley – BIRT (Behavioral Intervention Resource Team): BIRT has been developed on campus and is a team whom any concerns about students staff or faculty should be directed to. The email is BIRT@norcollege.edu. BIRT will triage all situations and send the proper person/department to take care of the follow up.

Lisa McAllister – NaBITA Conference: We are hosting a 3-day NaBITA conference in August. NaBITA is the National Behavioral Intervention Team Association. The conference is free to Norco College staff but space is limited. If you would like to participate please contact me. This conference is 3 full days and you must commit and attend all 3 days to participate. Stay tuned for more information.

Meeting Concluded